



Stockbridge-Munsee Environmental Department

Request for Proposals

August 27, 2013



1. REQUEST FOR PROPOSALS

The Stockbridge-Munsee Community is seeking proposals from a qualified consulting firm to provide professional services to dismantle and remove junk materials and clean the property formerly known as the Stoehr property purchased by the Tribe and located on the:

Westside of the SE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 23,
T28N, R14E, Shawano County, Wisconsin.

2. THE STOCKBRIDGE-MUNSEE COMMUNITY

The Stockbridge-Munsee Community is a federally-recognized Indian tribe with a reservation in central Wisconsin which consists of 23,740 acres of land in portions of the townships of Bartleme and Red Springs in Shawano County.

3. PROPOSAL REQUIREMENTS

At a minimum, proposals must contain the following information. Any omissions may result in disqualification from the bid process.

- a. **Qualifications:** List your company's years in business, staff profile and experience that qualify your company to provide the services required by the Stockbridge-Munsee Community.
- b. **References:** Provide three references from current customers receiving the same or similar service(s). Include business name, contact name and phone number.
- c. **Personnel:** Identify key personnel and the areas of responsibility, including a contact person and any on-site personnel.
- d. **Description:** Provide a description of how your company will dismantle and remove the junk material and clean the property located on the Westside of the SE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 23, T28N, R14E, Shawano County, Wisconsin. Please provide all relevant details.

- e. **Timeline and Reporting:** Provide an explanation of when and how your company will keep the Stockbridge-Munsee Community updated on the status of the junk removal and property cleanup.
- f. **Companies:** If your company outsources the junk removal and property cleanup, please provide details of the company it outsources to along with their qualifications.
- g. **Miscellaneous:** Identify any deviations from this Request for Proposal.
- h. **Insurance:** Provide detailed proof of insurance.
- i. **Fees:** State the total fee for services. Provide a detailed list of any additional fee's and/or surcharges including how they will be applied.

4. PROPOSAL AND PROJECT DETAILS

The Stockbridge-Munsee Community wishes to clean up the assignment located on the Westside of the SE ¼ of the SW ¼ of Section 23, T28N, R14E, Shawano County, Wisconsin.

To assist in the collections of all data to complete a proposal document, a site visit is recommended. Arrangements to schedule a site visit can be made by contacting Shawn Wolfe, Stockbridge-Munsee Natural Resource Technician at 715-793-4819.

1. Remove all junk debris including tires and any buried debris. Describe how you will dismantle and remove them.
2. After junk removal, clean the land assignment to its natural condition. No debris is to be burned or buried on this assignment.
3. Recycle all materials possible.
4. Dispose of all solid waste in a legal manner.
5. No materials from this assignment are to be disposed of on any Stockbridge-Munsee Tribal owned land. Doing so will result in a breach of the contract and possibly civil citation.

5. STOCKBRIDGE-MUNSEE TRIBAL RIGHTS AND REQUIREMENTS

1. This RFP does not commit the Tribe to award a contract or pay any costs associated with the preparation and presentation of a proposal.
2. The Tribe reserves the right to modify this RFP at any time.
3. In the event it becomes necessary to modify or revise the RFP, the modified portion will be provided to all responding parties.

4. The Tribe reserves the right to negotiate, conduct interviews, and/or request product demonstrations at our office. You will be notified if this is requested.
5. The Tribe reserves the right to revise the selection process and, in its sole discretion, to accept or reject any and all proposals submitted.
6. The Tribe may waive informalities or irregularities in a proposal.
7. The successful bidder must not engage in discriminatory conduct and may not be a barred contractor under tribal, state or federal contracting requirements.
8. The successful bidder will be required to enter into a written contract with the Tribe.
9. The Tribe, being a federally recognized Indian Tribe, is eligible for GSA contract pricing.
10. The Tribe, through a joint venture with the State of Wisconsin, is eligible for pricing as negotiated by the State and its Procurement Agencies (AKA: State Procurement Contracts).

For additional information on project requirements, please contact Shawn Wolfe, Natural Resource Technician at 715-793-4819 or shawn.wolfe@mohican-nsn.gov.

6. SCHEDULE

Proposal shall be placed in a sealed envelope.

Proposal must be submitted via. USPS, UPS, Fed. Ex or hand delivered by:

TUESDAY, SEPTEMBER 3, 2013 at or before 9:00 a.m.

Submit bid to: Jerilyn Johnson, Tribal Secretary
Sealed Bid – Stoehr Property Clean-up Project
Stockbridge-Munsee Community
N8476 Moh He Con Nuck Road
P.O. Box 70
Bowler, WI 54416